App. F. IX-4

1936-7.
(J.005)

File No. 60-36

Serial Nos. 1-4

Previous References

C.R.B 28-31-20
J.O.f Dlh no 25-34
J.O.f Dlh no 43-34

Letter References.

5-0-7. 1-36 (5,7,8)
5-0-7 62-37 (3-6)
" 17-39-47
" 40-40 & 1-2
" 51-40 " 1-2
" 61-40 - 1-3

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. four

Part B for July 37.

SUBJECT.

Appointment of a steno-typist for the office of Director Sandal oil Factory.

D 5349-31 Dt 11-2-37

To Dir 0-0-7

WD 0418—GPB—22,500—29-8-36

Controller Coorg
Secy. C.R.B.-

Sanction the arrangement made by Dir 0-07

Serial No.

Letter no. 14718 21-12-36 from the Dir. E.O.S. stating that the present Lady typist of this office has resigned and requesting sanction to appoint another Lady Stenographer on a pay of Rs. 80 p.m.

1 Submitted for orders; the grounds for engaging a lady-typist in preference to a male typist who can be had for a lower pay are not clear.

1497 23/12

1/8.23.12.36. C.

DW Secy 24.12.36

2 There seems any objection to the proposal of Miss Graham (copy ref)

CRB has forgotten by picking up the previous papers. 1/8.21.37.

1/8. 28.12.36

28.12.36

3 May kindly be examined & returned for disposal

6 JAN. 1937 GOVERNMENT BRANCH

CP 1

4 Submitted for instructions. May the file be transferred to the CRB for record/ref as requested

Refer Secy's order dated 25.12.36 supra.

6/1/37

5 Refer Secy's order - para 2

Secy CRB 6.1.37

W C

Jhons 8/1

NOTE—Contn. Sheet.

WD 0417—GPB—80,000—8-9-36

Appointment of a Lady Typist
in the Public Works Dept. Secy.

File No. of 193 .

General and Revenue Secretariat

Serial No.

C.R.B. file No. 28-31-20 re the appointment of Miss Mercy Sahaw may kindly be obtained from the Gl. Records

Secd. ~~D. D.C. P.S. Supdt. Dev. Dept.~~

T.S.Q.

H.W.M.

Submitted please

14.1.37.

Dev Dept 15.1.37

I am sure that in commercial offices women typists are preferred especially for confidential work as they do not talk about office hours but there is no reason why the Dev. Office should not conform with general practice in the Mysore Govt. A shorthand typist on 35 rupees may be recruited in the usual course through the C.R.B.

Secy Tendered

14.1.37.

15.1.37

I agree

26/1/37

26.1.37.

26.1.37

To Hon. Secretary

14.1.37.

Secy 28.1.37

DEVELOPMENT BRANCH
11 JAN. 37
C.R.B. 28-31-20
Secy. Dept. 25-34
- 34-30/4
4980
18/1

OFFICE OF THE SECOND MEMBER
15 JAN 1937
No. 518-6

TYPING SECTION
28 JAN 1937

Serial No.	
2	Letter No D. 4990 of 29-1-37 To:- The Div. S.O.F. States that Govt see no reason why his office should not conform to the general practice of employing male Typists as in other Govt offices - a Stenographer on Rs 35/- may be recruited in the usual course thro' CRB
3	Letter no. 1786 dated 1.2.37 from the Div. S.O.F. stating that the C.R.B. has notified about miss Dora Stephen of Mysore having been allotted to S.O.F. and requesting to be informed if she may be appointed for work at Mysore on Rs:-30/- temporarily and the present Typist at Mysore Mr. Krishna Iyengar transferred to Bangalore office on Rs:- 35/- p.m.
4	The post of Steno-typist in the office of the Div. S.O.F. at Bangalore has fallen vacant consequent on the resignation of miss Mercy Gahan. Miss Gahan was drawing a pay of Rs:- 30+25 p.m. The Div. wanted another lady - typist in place of Miss Gahan and he was told that he may appoint a male typist on Rs:- 35/- p.m.
	The CRB has allotted a lady - typist for the S.O.F. The Div. wants to know if she

2 - FEB. 1937
DEVELOPMENT BRANCH

NOTE—Contn. Sheet.

WD 0417--GPB--30,000--8-9-36

Appointment of a Stenotypist 3279 4079
4 for the Mysore Dist Court.

File No. S.O.T 60 of 193 6. | General and Revenue Secretariat

Serial No.

may be posted to the temporary post of Stenographer on Rs. 30/- at Mysore and if Mr Krishna Iyengar who is now drawing Rs. 30/- at Mysore as Temp'y Stenographer may be posted to Bangalore on Rs. 35/- against his Senior post on Rs. 50/-.

The Continuance of the post of Temp'y Stenographer at Mysore (on Rs. 30/-) has been continued pending final orders on Director's reorganisation proposals. (D. 4105 S.O.T. 1-3b-3)

The Director's proposal re posting of Mr Krishna Iyenga to Bangalore & of Miss Rosa Stephen to Mysore may perhaps be agreeable with the Government Order C.R.B.

Subject orders. (The proposition sub: re Lr 4-2-37 reorganisation proposals has just been read and views of orders in this case may take some time). - D. 4105-36.

DEPUTY TO THE SECOND MEMBER OF COUNCIL. - 6 FEB 1937. NO 566

D. 3309-36
G.O. Nos. 4. 5769-70 S.O.T. 55-35-2 dt 2.2.37. Bangalore

CR 4/2

Fix orders

Sec Reg 6.2.37

Secretary
Home (CRB)

5376 4/2
WO QS
CRB

No objection under the rules from the CRB point of view. (Second Member).

5.2.37
6.2.37
7.2.37.

9/2/37

Serial No.	
	Draft Sword
	18.10.2.37. CB.
	Issue 19.10.2.37
4	G.O.Ms.D.5379-81 & dtd -11.2.37 To The Dir of S.D.T. " Comptr " Secy. C.R.B. Sanctions the proposal

POLICE LANDS 3.3.37

S-O-Ft. 60-36-1

Tel. Address: "Sandal" Bangalore.

SANDALWOOD OIL FACTORY,

Bangalore, 21st December 193

No. 1471

GEN. & REV. SECRETARIAT
3279
23 DEC. 1936
DEVELOPMENT BRANCH

FROM

Mr.S.G.Sastry, B.A., M.Sc., F.C.S.,
Director, Sandalwood Oil Factory,
Bangalore.

To

DEVELOPMENT SECRETARY. TO GOVERNMENT OF MYSORE.

M. Venkatanaranappa Esq., B.A.,
Secretary to the Government of Mysore,
Development Department, Bangalore.

S i r,

CRB 2-8-31-20

I have the honour to invite your kind reference to letter No.1633/C.R.B. dated the 11th September 1931 from the General Secretary to Government conveying approval of Government to the confirmation of Miss Mercy Gahan as a Steno-Typist in this office on a salary of Rs.50/- per month.

She was sanctioned a month's leave with effect from 22nd November 36 as she represented to me that she was not maintaining good health. She has now submitted her resignation saying that she is unable to come back to duty as her health is still not all-right and that she is to be married early. I have accepted her resignation to take effect from 22nd December 1936.

For the conduct of work in this Office, it is necessary that immediate arrangements have to be made by appointing a substitute. With the existing limited staff in Mysore it is hardly possible to effect any transfers to this office. Further since the work transacted in this office is of a confidential nature it is necessary that a Lady Steno-Typist should be appointed. I request you kindly to obtain approval of Government to my appointing another lady Stenographer in the above vacancy on Rs.50/- per month. Early orders of

of Government may kindly be obtained in the matter to enable me to call for applications from lady candidates locally available.

I have the honour to be,

S i r,

Your most obedient servant,

DIRECTOR.

GOVERNMENT OF MYSORE 394

ADDRESS FOR TELEGRAMS:
SANDAL
BANGALORE
CODE USED: "BENTLEY'S"

SANDALWOOD OIL FACTORY

Bangalore, 25th January 1937

No. 1699
Enc.

26 JAN 1937

Dear Mr. Venkatanaranappa,

Re: Appointment of a Lady Stenographer.

I invite your kind reference to my letter No.1483 dated the 22nd December 1936 regarding the above, and would request you kindly to obtain early orders of Government in the matter as much inconvenience is felt for the conduct of work relating to this office.

Yours sincerely,
Secretary

M.Venkatanaranappa Esq., B.A.,
Secretary to Government,
Development Department,
Bangalore.

Appendix F G—1]

SUBJECT.....

.....

.....

Section S.107.

File No. 60-36

Serial No. 2

No. D 4990.

To

The Director of S.O.P.

Sri

.....

With reference to your letter no. 1471 of 21.12.1936 regarding sanction to appoint a Lady Typist on a pay of Rs. 50 p.m. in your office in place of Miss Graham, I am directed to state that Government see no reason to ~~create~~ a Lady Typist to a newly sanctioned post in your office. A Stenographer on Rs. 135/- may be secured in the usual course thro' the C.R.B.

I have the

29/1/37

for Secretary

Diary No. of letter replied to.....

General and Revenue Secretariat

(,)

the *193* .

Date of issue 29-1-37

Signed by Mr K. Subba Rao.

List of enclosures.....

Copied by .....

Examined by.....

Why your office should not conform to the general practice of employing male typists as in other Govt offices

WD 03601—GPB—30,000—23-9-35

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

General and Revenue Secretariat

Dated, Bangalore, 29th January 193 7

No.

From

The *Secretary to the Government of His Highness the Maharaja of Mysore, Development Department.*

To

The Director of Sandalwood Oil Factory in Mysore,

Bangalore.

Sir,

With reference to your letter No.1471 dated 21st December 1936 requesting sanction to appoint a Lady typist on a pay of Rs.50/- per mensem in your office in place of Miss Gahan, I am directed to state that Government see no reason why your office should not conform to the general practice of employing male typists as in other Government offices. A Stenographer on Rs.35/- may be recruited in the usual course through the Central Recruitment Board.

I have the honour to be,

Sir,

Your most obedient servant,

For Secretary to Government,
Development Department.

mk.

S.O.F. 60-36-2

Mr.S.G.Sastry, B.A.,
M.Sc., F.C.S.
Director.

GOVERNMENT OF MYSOURE

ADDRESS FOR TELEGRAMS:
SANDAL,
BANGALORE
CODE USED: "BENTLEY'S"

SANDALWOOD OIL FACTORY

Bangalore, 1st February 1937.

No. 1786
Enc.

GOVT. OF INDIA SECRETARIAT
2 - FEB. 1937
DEVELOPMENT BRANCH.

Dear Mr. Venkatanaranappa,

I invite your kind reference to your letter No.D.4990/S.O.F.60-36-2 dated the 29th January 1937, sanctioning the appointment of a male Typist on Rs.35/- for Bangalore Office. The Secretary, Central Recruitment Board, Bangalore, has notified about Miss Dora Stephen of Mysore, having been allotted to our Department.(Vide Notification enclosed in original). I request you kindly to let me know if she may be appointed for work at Mysore on Rs.30/- per mensem (Temporarily) and the present Steno-Typist Mr.A.T.Krishna Iyengar, who is working in Mysore office be transferred to Bangalore Office on Rs.35/- per month. The favour of an early reply is requested.

Yours Sincerely
S Sastry

M. Venkatanaranappa Esq., B.A.,
Secretary to Government,
Development Department,
Bangalore.

CENTRAL RECRUITMENT BOARD.

Notification No. 4630 /C. R. B. Dated ~~25th January 1937~~.

In accordance with the Revised Rules of Recruitment, issued with Government Order No.6-105/C.R.B. 1-34-1, dated the 3rd July 1934 and published in Part I of the Mysore Gazette, dated the 5th July 1934, the approved lists of eligible candidates in the relative order of preference, for admission to the subordinate Services of Government, in respect of the kind of appointments in the Unit Office, mentioned below are hereby published for information.

Kind and Class of appointments: ~~Stenotypist and Typist~~ ~~Class-I/II~~ xxxxxxxxx

Unit Office: ~~The Director of Sandal Oil Factory, Bangalore.~~

Sl. No.	Name	Address
	Br Special	
	Dora Stephen	Krishnaraja Mohalla Sunnath Kere, Mysore

To—The Compiler, Mysore Gazette, for publication in three successive issues of the Mysore Gazette and supply of 25 spare copies to this office.

By Order,

(Sd) J. B. Mallaradhya
Secretary, Central Recruitment Board.

DY. SANDAL WOOD No. 1327 Date 29.1.37

Memo No. 4631 /C. R. B. Bangalore, Dated, ~~25~~ 29th January 1937.

Copy of the above, together with a set of applications ~~(or statements showing the necessary particulars)~~ of the abovenamed candidates is forwarded with compliments to the Unit Officer for information with reference to his No. 1154 dated 14th Nov. 1936.

By Order,

Secretary, Central Recruitment Board,

Application for Recruitment to the Subordinate Services of Government.

To

The Secretary,

Central Recruitment Board, Public Offices.

BANGALORE.

Sir,

In response to the advertisement in the MYSORE GAZETTE. dated..... .....1936, inviting applications for admission to the Subordinate Services of Government in respect of certain kinds of appointments as vacancies occur, during the offical year 1936—37. I beg to submit this my application, in duplicate, for the appointment of..... .....Steno-Typist.....I declare that the particulars contained herein are true and correct.

I remain,
Sir,
Your most obedient servant,

(Miss) Dora Stephen
Applicant,

1. Name in full.	Dora Stephen
2. Postal address (change of address should be immediately communicated to the Secretary, Central Recruitment Board.)	Krishnaraja Mohalla, Lennath Rao, Mysore.
3. Date of birth and age, last birthday.	11th Feb. 1914.
4. Place of birth (state Village or Town, Taluk and District.)	Bangalore.
5. Whether a Mysorean by birth or domicile. (In the later case a Certificate from a Gazetted Officer of the Mysore Service showing the grounds for the claim of domicile should be enclosed.)	Mysorean
6. Name ~~of father~~ or guardian.	(Miss) P. Stephen
7. Occupation of ~~father~~ or guardian.	Assistant Mistress.
8. Caste.	Protestant Christian (Indian)
9. Qualifications:— (*a*) General (*b*) Professional and Technical (Full particulars regarding the subject or subjects the class and the year of passing the examination should be furnished. Copies of Certificates to be attached.)	S. S. L. C. of the Mysore Govt. Senior Grade Typewriting (2nd class). Junior Grade Shorthand (1st class) Law + Practice of Commerce (2nd class) Junior Grade. Pitman's Shorthand - Typist Certificate, 100 words per minute.

10. Does the applicant know Kannada? If so, a specimen of his handwriting in Kannada may be enclosed.	yes
11. Present occupation and salary, if any.	Nil
12. Details of previous service, if any, under Government and the reason, for its cessation. Copies of orders of appointments should be enclosed. If previously recruited through the Central Recruitment Board the serial number and the year of the vacancy or the order of appointment should be mentioned.	Nil
13. Details of property, if any, held by the applicant or his family in the Mysore State. Locality or localities in the case of immoveable property.	Nil
14. Claims by relationship to the past or existing servants of the State.	Nil
15. Post sought for and minimum pay expected.	Steno - Typist Rs. 40
16. The place or district and the department or office in which appointment is sought for.	Bangalore or Mysore. Medical or Educational Department.
17. Other particulars, if any, which the applicant wishes to state.	Medical Department preferred.

S. K. P. Press, Mysore.

Register no. 52 of 1936. (Fair Copy)

The Goverment of Mysore.
Commercial Examinations.
Senior Grade.

This is to Certify that Dora Stephen (Miss) passed the Senior Examination in Typewriting at the Public Commercial Examinations held at Bangalore in the Month of April 1936 and was placed in the Second Class, having secured 48 per cent of the Maximum Marks.

(Sd) Rj
Secretary

For the Board for Commercial Education and Examinations.
(Sd) Ns. Subba Rao.
President.

True Copy

Pitman's
Commercial Examinations.

This is to Certify that Dora Stephen having undergone the Prescribed Examination, has been Awarded this Certificate of the First Class for Pitman's Typewriting — Business Stage

(Sd) I. J. Pitman. (Sd) C. E. Pitman

Robert. Holland (Sd)

15'4 Southampton Row, June 1935.
London, W. C. I.

Bangalore Centre

Register no. 20 of 1935.

True Copy.

The Govt. of Mysore

Commercial Examinations.

Junior Grade.

This is to certify that Miss Dora Stephen passed the Junior Examination in Shorthand at the Public Commercial Examinations held at Bangalore in the Month of October 1935 and was placed in the First Class, having secured 70 per cent of the Maximum Marks.

(Sd) Illegible
Secretary
Bangalore
The 8th Jan. 36.

For the Board for Commercial Education and Examinations.

(Sd) Illegible Subba Rao.
President.

(True copy)

The

All-India Institute of Stenographers,

Calcutta.

This is to Certify that Miss. Dosa Stephen passed the Junior Grade Examination of the All-India Institute of Stenographers held at Bangalore on the 21st day of July '35, and was placed in the Second Class.

Speed in Shorthand 90 W. P. M.

P. Oldrew (Ld)
President

S. Heylock (Ld)
Vice-President

S. Millicans (Ld)
Member, Board of Examiners

M. P. Manalan (Ld)
Secretary

(True copy)

Pitman's Shorthand

Shorthand-Typist Certificate

This is to certify that

Dora Stephen

has been examined by the undersigned Examiners, has satisfactorily passed a test in Pitman's Shorthand

at the rate of

One Hundred

words a minute

and furnished an accurate Typewritten Transcript of the Shorthand Notes within the prescribed time.

(Sd) { J. J. Pitman / C. E. Pitman } Examiners.

Shorthand Institute,
London
12th Sept. 1935.

(Sd) N. V. Gundu Rao.
Honorary Local Secretary } Local Supervising Committee.

Reg. No. 328.

(True copy)

The Government of Mysore.

Commercial Examinations.

Junior Grade.

This is to certify that Dora Stephen (Miss) passed the Junior Examination in Law and Practice of Commerce at the Public Commercial Examinations held at Bangalore in the Month of April 1936 and was placed in the Second Class, having secured 45.5 per cent of the maximum Marks.

(Sd) R[illegible]
Secretary
Bangalore
Dated 24 Jul. 1936.

For the Board for Commercial Education and Examinations.
(Sd) M. Subba Rao
President.

G. R. S. App. F-VI—G-2]

SUBJECT .....

.....

.....

Diary. No. of letter replied to.....

General and Revenue Secretariat

( )

the *193*

Date of issue 11-2-1937.

Signed by M. K. Subba Rao

May this be—

(i) printed?

(ii) treated as a standing order?

(iii) published in the Gazette, English Part?

(iv) translated?

(v) placed at the disposal of the press?

(vi) published in the Gazette, Kannada Part?

Secretary

Section S.D.F.

File No. bv-36.

Serial No. 4

Proceedings of the Government of His Highness the Maharaja of Mysore.

Read— Correspondence ending with Letter No. 1788 of 1.2.37 from the Dir. S.D.F. reporting that Miss Mercy Cohen, Leading Typist of the Office of the Dir. Bangalore resigned her post with effect from 22.12.36

Order thereon—No. that the Secy. C.R.B. has notified about Miss Dora Stephen of Mysore having been selected by the S.D.F. for employment, and requesting, in the circumstances stated, sanction to the following arrangements:—

(i) A.T. Krishnaswamy who is working in the Mysore office is to be transferred to the Bangalore on R.T. 357 p.m. office of Bangalore on R.T. 357 p.m.

(ii) Miss. Dora Stephen is appointed as Temporary Stenographer on R.T. 357 p.m. at the Mysore Secretariat office vide D 5379-81.

Sanctd.

9.2.27

To

The Dir. S.V.F.

Comptr.

Secy. CRB

List of Enclosure

Copied by

Examined by

WD 03602—GPB—22,500—12-7-25

Proceedings of the Government of His Highness the Maharaja of Mysore.

Read:-

Correspondence ending with letter No. 1786 dated 1st February 1937 from the Director of Sandal Oil Factory, reporting that Miss. Mercy Gahan, Lady Typist of his office at Bangalore resigned her post with effect from 22nd December 1936 that the Secretary, Central Recruitment Board has been notified about Miss. Dora Stephen of Mysore having allotted to the Sandal Oil Factory for employment and requesting in the circumstances stated sanction to the following arrangements.

(i) A.T. Krishna Iyengar who is working in the Mysore Office to be transferred to the Director's office at Bangalore on Rs. 35/- per mensem.

(ii) Miss. Dora Stephen to be appointed as temporary Stenographer on Rs. 30/- per mensem at the Mysore office.

Order No. D 5379-81/S-0-7. 60-36-4

Bangalore, dated the 10th February 1937.

SANCTION.

for Secretary to Government,
Development Department.

To

The Director of Sandal Oil Factory in Mysore.

" Comptroller to Government.

" Secretary, Central Recruitment Board.

TRM.5

Proceedings of the Government of His Highness

the Maharaja of Mysore.

Read:-

Correspondence ending with letter No. 1766 dated 1st February 1937 from the Director of Sandal Oil Factory, reporting that Miss. Mercy Cohen, Lady Typist of his office at Bangalore resigned her post with effect from 2nd December 1936 that the Secretary, Central Recruitment Board has been notified about Miss. Dora Stephen of Mysore having allotted to the Sandal Oil Factory for employment and requesting in the circumstances stated sanction to the following arrangements.

(i) A.T. Krishna Iyengar who is working in the Mysore Office to be transferred to the Director's office at Bangalore on Rs. 35/- per mensem.

(ii) Miss. Dora Stephen to be appointed as temporary Stenographer on Rs. 30/- per mensem at the Mysore office.

Order No. D 5379-81/So-7.60-36-4.

Bangalore, dated the 10th February 1937.

SANCTIONED.

K Veeraraghavan
Secretary to Government,
Development Department.

To

The Director of Sandal Oil Factory in Mysore.

" Comptroller to Government.

" Secretary, Central Recruitment Board.

TRM.5